

JOB DESCRIPTION

POSITION: Maintenance Shift Supervisor
Full-Time

POSTING DATE: 1/30/15

WAGE: \$10.00 per hour/Negotiable

CLOSING DATE: 2/16/15

Reports directly to: Facilities Manager

Location: Gaming Division

Every employee of North Star Mohican Casino Resort is expected to greet and service our customers in a friendly, respectful manner and create a warm, fun atmosphere so that our customers feel welcome and enjoy visiting our establishment. North Star Mohican Casino Resort strives to provide a positive team environment where everyone contributes.

STANDARD QUALIFICATIONS:

All employees of North Star Mohican Casino Resort must meet the following qualifications.

1. Must be able to obtain and maintain a Mohican Nation Gaming License.
2. Must submit to a Criminal Investigation Background Check (CIB).
3. Must maintain an acceptable departmental attendance record.
4. Must submit to and pass a pre-employment drug screening and health screening.
5. Must be able to work weekends, nights and holidays.
6. Must be 18 years of age.

STANDARD DUTIES:

1. Must attend all training provided by North Star Mohican Casino Resort.
2. Must adhere to all established rules, regulations, procedures, and policies of North Star Mohican Casino Resort and the Maintenance Department.
3. Must participate in employee random drug testing program.
4. Must be able to work with a variety of people with diverse personalities.
5. Must attend all meetings, as assigned.
6. Must wear departmental approved uniform.
7. Must be reliable and prompt when reporting to work.
8. Must maintain compliance with all workplace policies, procedures, ordinances, laws and other communicated expectations, including and not limited to: Employment Handbook, Gaming Ordinance, State Gaming Compact, Minimum Internal Controls, Department Procedures, memos and other communications from supervisory or regulatory personnel.
9. All other assigned duties.

EDUCATIONAL REQUIREMENTS:

1. High School Diploma or GED is required.

QUALIFICATIONS:

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1. North Star Mohican Casino Resort is looking for a courteous and friendly individual.
2. Must have at least one year working supervisory experience; previous maintenance experience is preferred.
3. Must have working knowledge of housekeeping and custodial duties.
4. Must be physically able to perform the job duties and maintain departmental job performance level.
5. Must possess good verbal and written communication skills.
6. Must be able to work under stressful situations on a daily basis.
7. Must be able to work with minimum supervision.
8. Must have demonstrated ability to maintain satisfactory working record in any prior or current employment.

DUTIES:

1. Make decisions and delegate responsibilities as relates to staff; be willing to accept responsibility for these decisions.
2. Oversee the upkeep and maintenance of equipment.
3. Report any problems concerning job performance or other personnel problems.
4. Settle disputes between employees in a calm and professional manner.
5. Perform all other assigned duties, as requested by supervisor.

Note: Applicant must include resume with employment application.

**THE STOCKBRIDGE-MUNSEE COMMUNITY OPERATES AS AN EQUAL OPPORTUNITY EMPLOYER
EXCEPT INDIAN PREFERENCE IS GIVEN IN ACCORDANCE WITH THE
TRIBAL EMPLOYMENT PREFERENCE ORDINANCE**

Revisions Approved 2/9/12